



## Fees and Charges for Use of Committee Room(s) and Council Chambers for Meetings

	Non-profit* & Government		Other Users	
	Monday – Friday 8:00 am – 10:00 pm	Weekends & Holidays 8:00 am – 10:00 pm	Monday – Friday 8:00 am – 10:00 pm	Weekends & Holidays 8:00 am – 10:00 pm
<b>Committee Room(s)</b> W-118	No charge	\$ 75/hr	No charge	\$ 150/hr
W-119	No charge	\$ 75/hr	No charge	\$ 150/hr
W-120	No charge	\$ 75/hr	No charge	\$ 150/hr
<b>Council Chambers</b> W-166	\$ 90/hr		\$ 180/hr	
<b>Catering Pantry</b> W-148	\$ 25/hr		\$ 50/hr	
<b>% of Gross Admission Receipts</b>	5%		10%	

\*Groups claiming non-profit status are required to include a copy of their IRS determination with their application.

### **Minimum Fees**

Where fees apply, the minimum charge is the fee equivalent to two hours use for meetings held Monday through Friday and the fee equivalent of four hours use for meetings held on weekends and Holidays.

### **Parking Fees for Underground Parking Facility**

Monday – Friday, 8:00am – 11pm (\$0.75 per 20 minutes not to exceed \$15.00 maximum). Parking is also available in the 4<sup>th</sup> Street garage (near the intersection of 4<sup>th</sup> and San Fernando Streets), 3<sup>rd</sup> Street garage, (between Santa Clara & St. John Streets), Market Street garage (between Santa Clara & St. John Streets), 2<sup>nd</sup> & San Carlos garage (near San Carlos Street between 2<sup>nd</sup> and 3<sup>rd</sup> streets).

### **Refundable Cleaning and Damage Deposit**

\$100.00 for Committee Room

\$250.00 for Council Chambers

### **Cancellation Charges**

#### **Prior to 5 days**

**\$10.00**

#### **Within 5 days**

**100%**

### **Charges for Exceeding the Maximum Approved Time Limit**

Two times the normal rate for each hour or a fraction thereof.

### **Miscellaneous Fees**

Reimbursement for direct, identified costs incurred by City	Amount of actual cost
Committee Meeting Room Reconfiguration	\$80.00 per set-up
Lectern	\$45.00 per lectern
Stage (4'x8' sections/up to 24'x32')	\$16.00 per section
PA System	\$250.00 per use
Clean-up or damage charge	Amount of actual cost
Returned checks	Current established City fee

**City of San José**

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